

10 October 1974

MEMORANDUM FOR: All IAS Employees

SUBJECT : IAS Policy on "Flex-Time"

1. On 15 October 1974 NPIC will inaugurate "Flex-Time" for employees in selected divisions on a six-month trial basis. IAS will not implement a variable work day at this time. To minimize carpooling problems which may arise because of variable working hours, an internal IAS policy is established as follows:

Employees in carpools with NPIC personnel may adjust their work schedule to coincide with the work schedule of the NPIC employees involved. All other IAS employees will work the normal hours of 0745-1615.

2. IAS management is currently examining the effect such a program will have on Service capabilities to carry out assigned responsibilities in an effective and efficient manner. An announcement will be forthcoming on "Flex-Time" when the issues have been thoroughly vetted and resolved.



Acting Director  
Imagery Analysis Service

STAT